

CALIFORNIA COASTAL COMMISSION

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CALIFORNIA COASTAL COMMISSION

LCP PLANNING

GRANT APPLICATION FORM

SEPTEMBER 5, 2013

For Fiscal Year 2013-2014, Governor Brown and the California Legislature approved an augmentation of \$1 million to the California Coastal Commission's budget to support local governments responsible for planning under the [California Coastal Act](http://www.coastal.ca.gov/lcp/LCPGrantProgram.html) (Coastal Act) to develop or update Local Coastal Programs (LCPs). A full description of the grant program is available <http://www.coastal.ca.gov/lcp/LCPGrantProgram.html>.

Coastal Commission staff is available to work with local governments and to assist you during the application process. Please note the entire grant application will be public record upon submittal. Click in the shaded text fields to enter text, numbers and dates. The fields will expand to accommodate the data. Press the tab key to move between fields.

APPLICANT INFORMATION

Applicant name (organization): City of San Clemente – Community Development Department

PROJECT INFORMATION

Project Title: Local Coastal Program Update

LCP/ LCP Segment: Land Use Plan and Implementation Plan

Project location: City / Geographic area: San Clemente County: Orange

Project timeline: Start date: February 28, 2014 End date: On or before April 30, 2016

MAPS AND PHOTOS

Applications must include one map showing the planning area for the project. Additional photos or maps may be included as attachments if needed to illustrate the proposed project. Please note: any photos and maps you submit are subject to the unqualified and unconditional right of the State of California to use, reproduce, publish, or display, free of charge. Please indicate if crediting is requested for the photos and/or maps.

APPLICATION MATERIALS

1. A PROJECT DESCRIPTION.

a. Goals and Objectives.

The City's overarching goal is to protect and enhance San Clemente's coastal environment, natural resources and recreational values. To achieve this important community goal, the City has identified several specific objectives:

- 1) conduct an updated biological inventory of coastal canyons and bluffs;
- 2) solicit views of citizens, property owners, business owners and interest groups to identify coastal issues, needs and concerns,
- 3) update the Local Coastal Program (LCP) and secure Coastal Commission certification; and
- 4) revise City standards and procedures to implement the new LCP.

The City recently adopted a new Centennial General Plan. One of the General Plan's key implementation programs is to update the LCP and secure Coastal Commission certification, including both the Land Use Plan (LUP) and Implementation Plan (IP).

b. Project Details

Over the past three years, City staff has been working with a consultant to prepare a new general plan, including an optional Coastal Element. To help identify important coastal land use policies and State requirements, the City met with Coastal Commission (CCC) staff and provided drafts of the relevant General Plan sections. Coastal Commission staff's comments have been addressed in the General Plan Coastal Element. The LCP will expand upon the Coastal Element by providing detailed policies, implementation measures and standards which will, in concert with State law, direct the City's management of the Coastal Zone within its jurisdiction. To carry out the project, staff anticipates the following specific tasks:

- 1) Solicit at least three proposals for consultant services to assist the City with preparing a biological inventory, conducting community outreach, preparing the LCP update, and coordinating with CCC staff leading to LCP certification, and in preparing a

management/transition strategy to guide the City as it assumes Coastal Zone permitting authority, subject to provisions in State law.

- 2) Conduct a biological inventory and evaluation of Coastal Canyon and Coastal Bluff areas within the Coastal Zone; post the draft report on the City's web site for public review and provide draft to CCC.
- 3) Conduct a series of public outreach meetings in various Coastal Zone areas (e.g. North Beach, Pier Bowl, T-Street, and South San Clemente.

Add "peer review" description; review staff's preliminary draft and meetings with staff and CCC staff w/consultant for conformance with Calif. Coastal Act.

- 4) Prepare a preliminary draft LUP and submit to the CCC for review and comment.
- 5) Prepare a preliminary draft IP and submit to the CCC for review and comment.
- 6) Revise LUP and IP based on CCC comments; forward revised Draft LUP and IP to Planning Commission and City Council for review and adoption.
- 7) Refer final City Council-approved LUP and IP to CCC for certification.
- 8) Prepare Administrative procedures for implementing the LUP, including specific action-ready discretionary permit requirements and procedures, Zoning Ordinance amendments, and Specific Plan amendments needed to implement and maintain consistency with the LUP.
- 9) Publicize the new LUP via the City's website and local newspapers, and provide training to the public, City staff and decision-makers on how to use it.

These tasks will achieve the City's key objectives by updating the LCP with technically current and accurate resource data, by involving the public to reflect local needs, conditions, and concerns, by securing CCC certification of a complete LCP, by helping to ensure a smooth transition from CCC to City coastal permitting authority through clear, easily-accessed standards and procedures, and last, through training for those who use the LCP.

c. Public Benefit/Significance

Good stewardship of our coastal resources is at the heart of San Clemente's identity. For example, with funding through the City's award-winning Clean Ocean Program, our property owners pay a small monthly fee to help prevent polluted runoff in the first place. It also provides measures to intercept trash and pollution that would otherwise reach the beach. Our annual Ocean Festival celebrates the coast and the many water activities it supports. Our citizens recognize that our coastal resources provide many gifts. They are the source of the community's history, and surfing heritage and identity; they create an exceptional climate and quality of life; provide stunning scenery and recreational opportunities; contribute to the

City's economic vitality; and provide diverse marine and shore habitats that are home to diverse plant and animal species.

Coastline protection and land use often involve competing interests and needs. These interests must be carefully balanced to ensure long-term coastal protection and an environmentally sustainable future for our community. The LCP is a key tool in balancing coastal uses and protection because it is the one comprehensive City regulatory document that's focused entirely on the Coastal Zone. Its policies and standards address issues of statewide significance and help maintain and enhance public benefits. These benefits include maintaining or providing public access, preserving coastal habitats, protecting coastal-related and visitor-serving land uses, promoting recreational opportunities for all income groups, and supporting Smart Growth and transit oriented development.

i. Relative Need for LCP Update/Extent of Update

San Clemente's shoreline stretches over four and one-half linear miles; however the Coastal Zone includes more than simply the beach. It also includes a wide variety of residential, commercial, industrial, public and visitor-serving uses in an area west of Interstate 5, comprising approximately three square miles. The City's Coastal Zone is shown in *Attachment A, Exhibits 1 and 2*. San Clemente has never achieved a fully certified LCP and the City's Local Coastal Program/Land Use Plan (LUP) is outdated. It was certified in May 1988, and then updated in October 1995 to maintain consistency with the City's 1993 General Plan. A Draft LCP Implementation Plan (IP) was prepared and submitted to the CCC in 1996; however, after several rounds of edits, the IP review process was never completed. Consequently, the City's LCP has never fully addressed implementation measures and has required Coastal Commission review of discretionary planning applications in the Coastal Zone for 25 years.

The City wants to improve the LCP's effectiveness, usability and overall community support by updating and completing a full LCP, culminating with Coastal Commission certification. Updating the LCP at this time makes sense; it will ensure consistency with the recently adopted, new Centennial General Plan and related specific plan and Zoning Ordinance amendments. The timing for this effort is ideal because the City has recently adopted a new, web-based General Plan. It allows the opportunity to update policies, re-organize and reformat the LCP to make it more relevant to the General Plan, publicly accessible and user-friendly.

In 2012, the City began updating the LUP and met with Coastal Commission staff to identify the review steps, coastal issues and any CCC staff concerns. We were able to get early staff feedback and revise early drafts accordingly. Due to workload issues and priority work on the new General Plan, staff was not able to complete the draft LUP or IP. The City does, however, have a preliminary LUP draft which provides a good starting point for completing the document. The City has done preliminary work to prepare a new IP based on changes to State and local law. This preliminary work will help expedite preparation of the updated LCP, as the City already has much of the necessary draft background information, analysis and policies ready to incorporate into the working draft LCP.

ii. Addressing the Effects of Climate Change

Many of San Clemente's coastal canyons and bluffs are steep and subject to erosion, landslides and slope failures. Potential geologic and soil hazards can be increased by inappropriate development, seismic activity, heavy rains and coastal flooding and/or sea level rise. The LCP will include policies and measures to mitigate potential threats from geologic hazards, habitat changes, seismic and coastal flooding, and sea level rise through appropriate land uses and development standards, public improvements, bluff monitoring and protection, and information sharing.

iii. Likelihood of Success/Effectiveness

A key City goal is to update the LCP and achieve CCC certification. San Clemente is justifiably proud of its record in protecting coastal resources and preserving recreation opportunities for residents and visitors alike. We feel LCP certification is essential to continue our strong stewardship ethic and to provide the technical and procedural basis to assume permitting authority for most discretionary projects in the Coastal Zone.

As with most small cities, limited budget resources and heavy staff workloads compound the difficulty of initially preparing the LCP and the detailed, and sometimes lengthy process of coordinating with the CCC on revisions to comply with the Coastal Act. Securing an LCP Planning Grant would allow the City to prepare an updated LCP within a two-year timeframe, close on the heels of adopting our new General Plan. We anticipate hiring a consultant to follow this five-step process:

1. Interview City and Coastal Commission staff, City Coastal Advisory Committee members, and California Fish and Game, and others with special knowledge of local conditions to help identify San Clemente's important coastal resources, issues, and needs and gain insights into possible solutions; review existing data, including adopted Coastal Element and Local Coastal Program LUP; prepare a workscope and schedule for a coastal biological inventory.
2. Prepare a biological inventory and evaluation of Coastal Canyons, Bluffs, ESHAs and potential ESHAs to identify habitat and species changes, factors affecting biological resources in the Coastal Zone, to identify habitat areas meriting additional protection measures and to recommend measures to protect and enhance biological resources.
3. Do a peer review of the current preliminary draft LCP/LUP and revise the LUP accordingly; CEQA review; conduct public outreach hearings before the Coastal Advisory Committee, Planning Commission and City Council; and submit the draft LUP to the CCC to begin its formal review;
4. Prepare a preliminary draft LCP/IP; CEQA review; conduct Planning Commission and City Council Hearings; and submit the draft IP to the CCC to begin its formal review.
5. Coordinate with CCC staff on necessary text changes to comply with the Coastal act and to secure CCC certification of both the LUP and the IP; advise the City on changes

needed to transition Coastal Zone permit authority to the City, as allowed by State law; help train the public and City staff in applying and implementing the new LCP.

Factors which will help ensure this effort will be successfully completed and implemented include:

1. With adoption of the new General Plan, there will be additional staff available to work with a consultant and CCC staff as a team member, providing support through overall project management and by assisting the consultant with gathering and analyzing information, providing City/agency/community contacts, reviewing technical work, scheduling and conducting public meetings, preparing and presenting staff reports and recommendations.
2. As noted earlier, the City already has a substantial start on preparing the LUP and IP and has met with CCC staff early in the process to help identify issues and procedures.
3. The City has the benefit of recent public input received during over 75 public meetings on the General Plan, many of which focused on Coastal-related issues. This input, and policies in the newly adopted General Plan, will help guide the LUP update.
4. The City Council and Staff have identified the certification of our LCP as Community Development Department's top work priority.

iv. Level of Support for Project

At its November 5, 2013 public hearing, the San Clemente City Council unanimously endorsed moving forward with updating the LCP and adopted a resolution authorizing staff to apply for a Local Coastal Program Planning Grant, as shown in **Attachment A**. The City's General Plan Advisory Committee, Coastal Advisory Committee and Planning Commission also endorsed updating the Coastal Element and the LCP. Other City coastal planning and enhancement programs that have met with community-wide support include:

1. Coastal canyon development guidelines;
2. Comprehensive Load Reduction Plan to provide a strategy for reducing bacteria loads that discharge to the shoreline;
3. Formation of a Coastal Advisory Committee (citizens appointed by the City Council) whose mission is to preserve, enhance, and where necessary, restore the quality of the coastal water resources and ensure proper and efficient use of the beaches, surf zone and coastal area for the benefit of present and future generations;
4. Preparation of a feasibility study and a recommended sand replenishment project for the City's beaches; and
5. Establishment of a Clean Ocean program and supporting fee program to provide dedicated funding for storm water and urban runoff pollution prevention efforts;

One of the City's primary sources of funding to maintain coastal facilities in the Pier Bowl has been the Redevelopment District. Formed in 1975, the 56-acre Pier Bowl

Project Area has generated millions of dollars in tax increment funding for maintenance and improvement of public coastal facilities, including the historic pier, Casa Romantica Cultural Center, public concessions stand, Beach Trail, public parking and beach access facilities, Park Semper Fi, drainage improvements, lighting and public signage and affordable housing. With the dismantling of redevelopment agencies in California, that source of funding is no longer available. This underscores the need to maintain and protect our coastal resources and facilities despite increased fiscal challenges. A certified LCP can be an important tool in meeting this challenge.

v. Workload and Permit Streamlining

A key City goal is to streamline the permit process for Coastal Zone projects. The City's 2010 CityGate management study identified completion of the LCP as a high priority to improve customer service, clarify and where possible, streamline the development review/permit process. We anticipate using a portion of grant funding to prepare standards and procedures for transferring permit authority from the CCC to the City in those areas of the Coastal Zone, and for those activities allowed under the Coastal Act. In addition, we anticipate the need for public and staff training to understand new standards and application procedures for Coastal permits.

vi. Project Integration/Leverage/Matching Funds

As part of its 2012 Budget, the City Council provided \$55,000 toward updating the Local Coastal Program. These funds can be used, in part, to provide matching funds for the LCP Grant. Council recognized that the update was a high priority to protect coastal resources, meet State law and clarify permitting requirements in the Coastal Zone. The LCP Planning Grant will help ensure that the update can be completed in a timely manner and allow the City to focus on actions that maintain and improve our coastline and coastal resources. The City's Coastal Advisory Committee (CAC) is charged with overseeing environmental preservation and enhancement programs in the Coastal Zone. The CAC meets monthly and it serves in an advocacy role to outside agencies, organizations and individuals to address the beach as a treasured resource in terms of its recreational and economic benefits. The City has experienced a dramatic loss of beach sand, which has caused damage to beach facilities. Also, the CAC works to mitigate the effects of urban runoff and to support programs and expenditures to improve local water quality. Funds spent on coastal/water quality improvements include: the City's Clean Ocean Program, with an annual budget of about \$2.3 million; the Poche Beach watershed bacteria investigation which cost about \$170,000, ongoing contributions for Poche Beach urban runoff system operation of about \$160,000 annually, and the sand replenishment project feasibility study which cost about \$3.2 million.

- 2. A WORK PROGRAM AND SCHEDULE.** Provide a work program and schedule for implementation of the project, including anticipated benchmarks for LCP and or LCP amendment development and review for the project, using the template provided below. Bear in mind that funds will not be available until early spring 2014 and some work tasks must be scheduled to begin on or before April 30, 2014. Grantees will have two years to complete tasks, and work must be completed on or before April 30, 2016.

SCHEDULE

Proposed starting date: February 28, 2014

Estimated completion: On or before April 30, 2016

WORK PROGRAM

Task	Complete Date
Task 1. Pre-Grant Planning	
<u>Objective/Organization</u>	
1.1. Prepare and distribute RFP	<i>December 11, 2013</i>
1.2. Select consultant	<i>January 31, 2014</i>
1.3. LCP Grant Award announced	<i>January 31</i>
1.4. Execute Grant funding contract	<i>February 15</i>
1.5. Approve consultant workscope and contract/issue start work notice	<i>February 28</i>
Task 2. Planning Studies/GIS Mapping	
2.1 Conduct biological inventory/analysis	<i>July 15</i>
2.2. GIS input and mapping	<i>July 31</i>
Task 3. Preliminary Public Outreach	
3.1. Publicize LCP update in local newspapers; conduct public outreach meetings with Coastal Advisory Committee	<i>March 15 through April 30</i>
Task 4. Update LCP/LUP	
4.1. Peer review of draft LUP	<i>March 31</i>
4.2. Revise/supplement draft LUP as needed; prepare prelim. draft, graphics, and environmental review	<i>May 15</i>
4.3. Planning Commission/City Council/public review	<i>May 15 through August 15</i>
4.4. Revise draft, add final graphics; submit draft to CCC	<i>August 31</i>
4.5. CCC review and LUP revisions	<i>August 31 through December 31, 2014</i>
Task 5. Prepare LCP/IP	
5.1. Peer review of draft IP	<i>June 15, 2014</i>
5.2. Revise/supplement draft IP as needed; prepare preliminary draft, graphics and environmental review.	<i>June 15 through August 15, 2014</i>
5.3. Planning Commission/City Council/public review	<i>September 15 through December 15, 2014</i>
5.4. Revise draft, add final graphics; submit draft to CCC	<i>January 15, 2015</i>
5.5. CCC review and IP revisions	<i>January 15 through April 30, 2015</i>
Task 6. CCC Review/Certification	
6.1. Revise LUP/IP as needed; take final	<i>May 15 through June 15, 2015</i>

drafts to CC for approval	
6.2. Submit final draft LCP to CCC	<i>July 15</i>
6.3. CCC certifies LCP	<i>By January 31, 2016</i>
6.4. City posts certified LCP on website; distribute training materials; conducts public/staff training workshops	<i>February 15 through April 30, 2016</i>
6.4. Close out LCP Grant; provide final documentation to CCC as needed.	<i>May 15, 2016</i>
6.5. Implement certified LCP	<i>Starting May 15, 2016</i>

BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
1. Pre-Grant Planning	February 28, 2014
2. Biological Inventory/GIS Mapping	July 31, 2014
3. Preliminary Public Outreach	April 30, 2014
4. Update LCP/LUP and Public Review	December 31, 2014
5. Update LCP/IP and Public Review	April 30, 2015
6. LCP Certification/ Grant Close-Out	May 15, 2016
7. Start New LCP Implementation	May 15, 2016

3. **A BUDGET.** Please provide a proposed budget, including the Application Budget Information and a Budget Summary, using the provided Application Budget Form.

APPLICATION BUDGET INFORMATION**Funding Request: \$100,000****Total Project Cost: \$150,000**

If multiple funding sources are being used, in the funding sources matrix below, list the major tasks of the proposed project and indicate the estimated cost of each, including source of funding for task. These tasks should correlate with your overall Work Program. An example follows the matrix.

PROJECT FUNDING SOURCES

Task Number	Task	Total Cost	Allocation of total cost among all funding sources			
			Applicant's funding	LCP Grant Funding	Other Funds (define below)	Other funds (define below)
1	Pre-grant planning	\$6,600	\$6,600			
2	Planning studies/GIS	\$42,000	\$10,000	\$32,000		
3	Public Outreach	\$5,000	\$5,000			
4	Update LCP/LUP	\$30,000	\$2,000	\$28,000		

5	Prepare LCP/IP	\$35,000	\$15,000	\$20,000		
6	CCC Review & Certification	\$25,000	\$5,000	\$20,000		
	Contingency	\$6,400	\$6,400			
TOTAL		\$150,000	\$50,000	\$100,000	\$0	\$0

OTHER FUNDING SOURCES (NOT INCLUDING IN-KIND SERVICES) *NOT APPLICABLE*

\$ Amount	Source of funds	Status (Committed, Applied, etc)
		Click here to enter a date.
		Click here to enter a date.
		Click here to enter a date.
		Click here to enter a date.
		Click here to enter a date.

In-kind Services: \$7,000

In-kind services or contributions include staff time, volunteer time and materials contributed to the project. It is estimated that the City's in-kind services will total \$7,000 in terms of indirect costs, including clerical salaries and pro rata share of rent and utilities, and travel costs.

BUDGET SUMMARY**Grant Application Budget Form**

Organization Name: **City of San Clemente**

Project Title: **Local Coastal Program Update and Biological Inventory**

Requested Amount: **\$100,000**

Note: Personnel costs for City staff and City contract legal services are included under "Total Costs" in the "Project Funding Sources" table. They are explained in *Attachment 1, Exhibit C* and broken out separately below:

	Grant Request Budget	Total Project Budget (if different)
Personnel:		
Salaries and Wages ⁽¹⁾	25,993	
Benefits ⁽²⁾	11,432	
City Attorney (contract position)	8,352	

⁽¹⁾ Attach an explanation of rate(s) and hours for each position for which funds are being requested.

⁽²⁾ Amount requested for benefits not to exceed 40% of amount requested for salary or wage.

⁽³⁾ Include a list of the major supplies and materials and how much they cost.

LCP Grant Application Form FY 13-14

Total Personnel \$45,777

Operating Expenses

Postage/Shipping \$3,525

Supplies/Materials ⁽³⁾ \$1,500

Travel ⁽⁴⁾ \$186

Indirect Costs ⁽⁵⁾ \$4,567

Other:

Legal Ads \$345

Total Operating Expenses \$10,123

Total Budget **\$55,900** **\$150,000**

⁽⁴⁾ Travel reimbursement rates are the same as similarly situated state employees.

⁽⁵⁾ Indirect costs include, for example, a pro rata share of rent, utilities, and salaries for certain positions indirectly supporting the proposed project but not directly staffing it. Amount requested for indirect costs should be capped at 10% of amount requested for "Total Personnel."

ATTACHMENT A – COUNCIL RESOLUTION AND MAP

ATTACHMENT A

RESOLUTION NO. 13-42

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, AUTHORIZING SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA COASTAL COMMISSION FOR A LOCAL COASTAL PROGRAM GRANT TO ASSIST IN THE PREPARATION OF AN UPDATED COASTAL LAND USE PLAN AND COASTAL IMPLEMENTATION PLAN.

WHEREAS, the Budget Act of 2013 provides an appropriation of \$1 million for Coastal Commission grants in FY 13-14 to local governments to support Local Coastal Program (LCP) planning, and

WHEREAS, the California Coastal Commission, under the authority of the California Coastal Act, may provide financial assistance to support coastal planning and has approved a competitive grant program to provide such financial assistance for LCP planning; and

WHEREAS, the goal of the grant program is to develop new or updated LCPs in conformance with the California Coastal Act and to reflect current circumstances and new scientific information, including new understandings and concern for the effects of climate change, and

WHEREAS, grant proposals submitted under this grant program must complete land use plan and/or zoning work to either achieve submittal for certification of a Local Coastal Program (LCP) or an Area of Deferred Certification (ADC) or of an LCP Amendment to significantly update a certified LCP or LCP segments, including special emphasis on effects of climate change and sea-level rise; and

WHEREAS, the City of San Clemente has a certified Coastal Land Use Plan but does not yet have a fully certified LCP; and

WHEREAS, the City of San Clemente desires to pursue a project that would result in the completion and submittal for certification by the California Coastal Commission of an Amendment to fully update the LCP and to assume permit issuing authority in the Coastal Zone, as provided under State law; and

WHEREAS, the City of San Clemente commits to and agrees to fully support a planning effort intended to fully update the LCP pursuant to the provisions of the California Coastal Act, with full public participation and coordination with the Coastal Commission staff.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of San Clemente hereby:

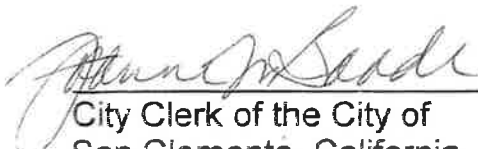
Section 1. Directs Community Development Department staff to submit the grant application package to the California Coastal Commission to provide financial and planning assistance, under authority of the California Coastal Act, in the amount of \$100,000 (One Hundred Thousand Dollars) to fund the project more particularly described in the grant application package.

Section 2. Authorizes the City's Community Development Director to execute, in the name of the City of San Clemente all necessary applications, contracts and agreements and amendments thereto to implement and carry out the grant application package attached hereto and any project approved through approval of the grant application.

Section 3. The Mayor of the City of San Clemente shall sign this Resolution and the City Clerk shall attest and certify to the passage and adoption of this Resolution and it shall become effective at the time(s) specified below and in accordance with applicable law.

PASSED, ADOPTED and signed this 5th day of November, 2013 by the following vote:

ATTEST:



City Clerk of the City of
San Clemente, California



Mayor of the City of San
Clemente, California

STATE OF CALIFORNIA)
COUNTY OF ORANGE) §
CITY OF SAN CLEMENTE)


I, JOANNE BAADE, City Clerk of the City of San Clemente, California, do hereby certify that Resolution No. 13-42 was adopted at a regular meeting of the City Council of the City of San Clemente held on the 5th day of November, 2013, by the following vote:

AYES: BROWN, DONCHAK, EVERT, HAMM, MAYOR BAKER

NOES: NONE

ABSENT: NONE

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Clemente, California, this 13TH day of Nov., 2013.

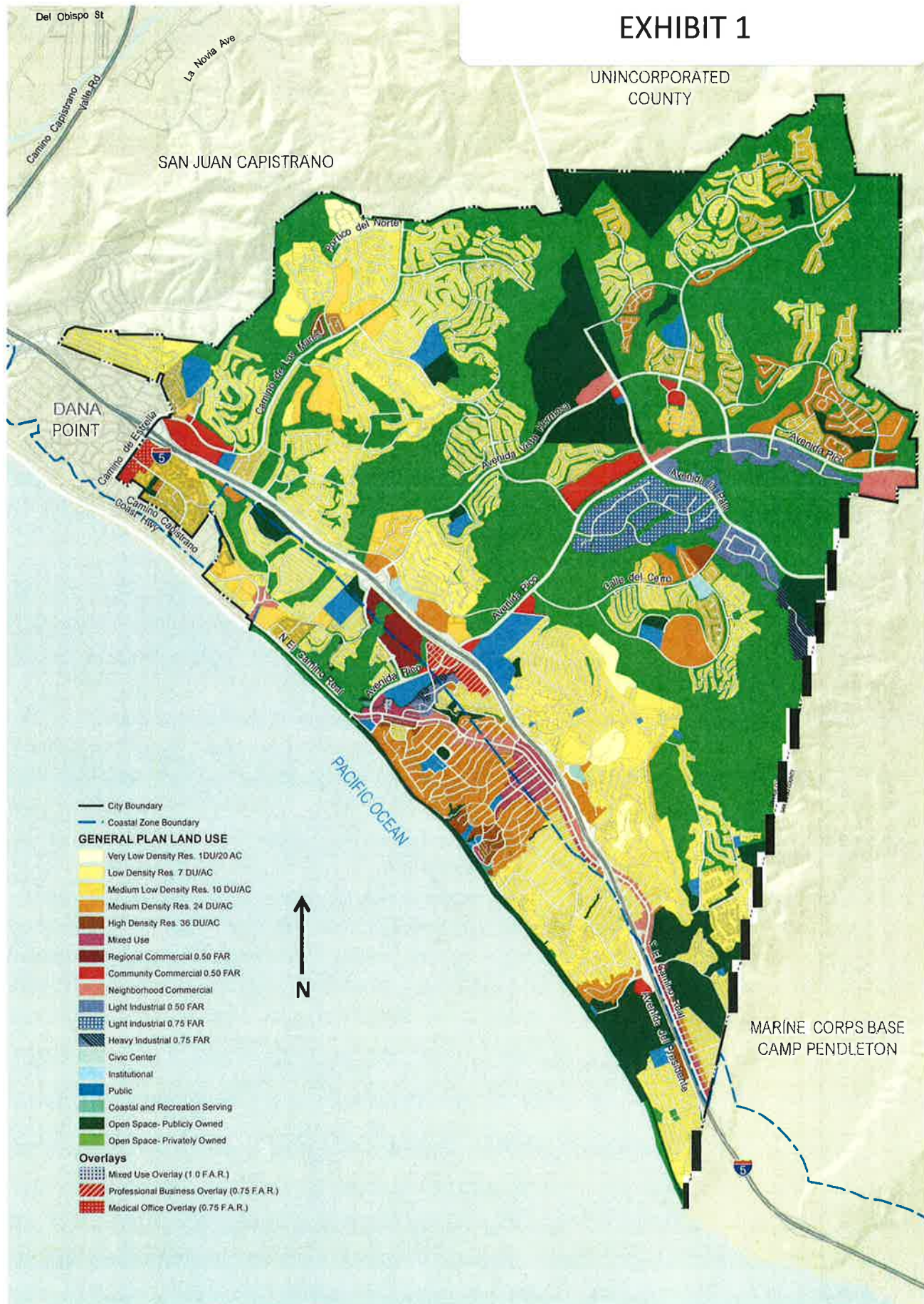

CITY CLERK of the City of
San Clemente, California

Approved as to form:

/s/ Jeff Goldbarb

City Attorney

EXHIBIT 1



**City of San Clemente
CITYWIDE LAND USE AND COASTAL ZONE
BOUNDARY**

COASTAL ZONE BOUNDARY AND SHORE ACCESS



EXHIBIT 3

EXPLANATION OF PERSONNEL SALARIES, WAGES AND BENEFITS

Total non-consultant costs are broken down by Project Manager ("Staff 1"), Supervisor ("Staff 2") and City Attorney (contract employee, Rutan and Tucker)

				Hours	
Project Manager:	Salary	\$	49.14	219	\$ 10,761.66
	Benefits	\$	24.64	219	\$ 5,396.16
	Total	\$	73.78	219	\$ 16,157.82
Supervisor	Salary	\$	64.25	135	\$ 8,673.75
	Benefits	\$	31.22	135	\$ 4,214.70
	Total	\$	95.47	135	\$ 12,888.45
Other Planners	Salary	\$	39.44	80	\$ 3,155.20
	Benefits	\$	22.76	80	\$ 1,820.80
	Total	\$	62.20	80	\$ 4,976.00
Admin Staff (10% of total staff \$34,022)					\$ 3,402.00
Staff total:					\$ 37,424.27
City Attorney:			\$232.00	36	\$ 8,352.00
Postage:	3x2500 piece mailings @ .47/piece				\$ 3,525.00
Travel:	3 trips to Long Beach @ 110 miles @.565/mile				\$ 186.45
Legal ads:	3 x 8th page cost est.				\$ 345.00
					\$ 4,056.45
TOTAL:					\$ 49,832.72

ATTACHMENT B - APPLICATION CHECKLIST

A complete Grant Application Packet includes the following components. Please submit all documents in a single PDF file and the Project Description, Work Program, Budget, and Schedule as a Word document, as noted below. **It is very important to receive the PDF file and a Word document for efficiency in preparing contract documents.** Thank you for your attention to these important components of the application.

- ☒ Signed LCP Grant Application Form (.pdf)
- ☒ Project Description (.doc)
- ☒ Work Program, Budget, and Schedule (.doc)
- ☒ Signed Resolution (.pdf)
- ☒ All documents combined into a single PDF file (.pdf)